

PAKISTAN POST
OFFICE OF THE CHIEF CONTROLLER OF STAMPS
KORANGI KARACHI 74900


No.PS.14-7/2017-20

Dated the 27 November, 2017

SUBJECT: TENDER FOR MANUFACTURING, PRINTING AND SUPPLY OF ALBUMS, FOLDERS, PRESENTATION BOX AND OTHER MISCELLANIOUS ITEMS FOR A PERIOD OF THREE YEARS COMMENCING JULY 2017.

Sealed tenders are invited from reputable Sales Tax Registered firms/companies for printing, manufacturing and supply of Albums, Folders, Presentation Boxes, Blowups and other miscellaneous items for a period of three years commencing from July 2017. Tender document along with complete details can be obtained from office of the Chief Controller of Stamps Korangi Industrial Area, Karachi during office hours on any working day up to 18-12-2017 on payment of Rs.500/- per document. Sealed Tender on the prescribed form will be received up to 11.00 hours by 18-12-2017 in office of the Chief Controller of Stamps Karachi and will be opened on the same day at 12.30 hours.

Every tender should contain a security deposit of Rs.10, 000/- in shape of postal orders/crossed draft in the name of Chief Controller of Stamps Karachi. Tenders received without prescribed Security deposit will be rejected outright. The competent authority reserves the right to reject any or all the tenders or to accept any tender in whole or in part with intimation the ground of rejection. However, justification of that ground will not be communicated.


(SHAHID IQBAL)
DEPUTY CONTROLLER OF STAMPS
Ph: 021-35074593

TENDER FORM
(1)

With reference to the Tender Notice issued by the Chief Controller of Stamps Pakistan Post Office, Karachi dated ,2017. I/We hereby offer to enter into contract with the Pakistan Post Office for undertaking the following works relating to designing, composing, printing and manufacturing Philatelic material and supply during the years 2017-2018, 2018-2019 and 2019-2020 at the rate quoted below against each item of work:-

A Albums.

1	3 Pages 1 Strips (velvet cover) color Pakistan Post office Red/Blue/Green	7" X 9" & 9" X 12"
2	Extra page 1 Strip	-do-
3	3 Pages 3 Strips -do-	-do-
4	4 Pages 3 Strips -do-	-do-
5	5 Pages 3 Strips -do-	-do-
6	6 Pages 3 Strips -do-	9" X 12"
7	8 Pages 3 Strips -do-	-do-
8	Extra Page 3 Strips -do-	-do-
9	8 Pages 6 Strips -do-	-do-
10	Extra Page 6 Strips -do-	-do-
11	VIP Album 8 Pages 1 Strip -do-	-do- (As per specimen)
12	Extra Page 1 Strip -do-	-do-

B Folders with single pocket and foil printing with envelopes

1	Folders with single pocket (foil printing) with envelopes	7" X 10" & 9" X 12"
2	Folders with double pocket (foil printing) with envelopes	-do-

C Presentation Boxes

1	Box Velvet Foil Printing Steel Plated	25" X 18"
2	-do-	18" X 13"
3	-do-	14" X 11"

D Plastic Sheets

1	Plastic Sheet Covers	10" X 14"
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E Blowups, Scanning with Glossy Paper

1	Blowups, Scanning with Glossy Paper/Mat Paper	10" x 14" 10" X 12" 12" X 14" 16" x 20" 12" X 16" 12" X 18"
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As per specimen & extra page

1. Designs of the Philatelic items will be prepared by the manufacturers and submitted for approval of the Director General, as and when required. It may be noted that supply of the items will have to be made within the stipulated time.
2. Bidders are required to deposit an amount of Rs.10,000/- in cash in Korangi GPO as "Earnest Money" and attach the receipt thereof with their tenders. The earnest money will be refunded after the acceptance of the tender. The amount shall be liable to forfeiture in the event of any default or non-execution of the contract or refusal to accept the order by the successful bidders.
3. The successful bidders will be required to furnish a Security Deposit of Rs.10000/- in the shape of a Post Office Savings Bank Account pledged to the Chief Controller of Stamps Karachi which shall be liable to forfeiture if any order is not executed to the satisfaction of the Director General during the period of contract.
4. The Sealed Tenders addressed to the undersigned with the words "TENDER FOR MANUFACTURING OF PHILATELIC ITEMS ETC ", be written on the top of the envelopes. The tender shall be received upto 11:00 AM by 18-12-2017 and will be opened at 12:30 PM on the same date in the % Chief Controller of Stamps Korangi Karachi, in the presence of bidders who may decide to be present on the occasion.

Any information required can be obtained from the Asstt. Superintendent (Stamps) of the said office. The specimen of the items can be examined upto 17-12-2017 during office working hours.

The Chief Controller of Stamps reserves the right to accept/reject any one or all the tenders without assigning any reason.

Karachi dated 2nd November, 2017.


(SHAHID IQBAL)
DEPUTY CONTROLLER OF STAMPS

TENDER FORM

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With reference to the Tender Notice issued by the Chief Controller of Stamps Pakistan Post Office, Karachi dated _____, 2017. I/We hereby offer to enter into contract with the Pakistan Post Office for undertaking the following works relating to designing, composing, printing and manufacturing Philatelic material and supply during the years 2017-2018, 2018-2019 and 2019-2020 at the rate quoted below against each item of work:-

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8	Extra Page 3 Strips -do-	-do-
9	8 Pages 6 Strips -do-	-do-
10	Extra Page 6 Strips -do-	-do-
11	VIP Album 8 Pages 1 Strip -do-	-do- (As per specimen)
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D Plastic Sheets

1	Plastic Sheet Covers	10" X 14"
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E Blowups, Scanning with Glossy Paper

1	Blowups, Scanning with Glossy Paper/Mat Paper	10" x 14" 10" X 12" 12" X 14" 16" x 20" 12" X 16" 12" X 18"
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NOTE: The measurement can be slightly changed according to the requirement.

1. I/We hereby undertake to get the designing and manufacturing of the philatelic items approved by the Director General Pakistan Post Office and to make the supply of the items whenever required.
2. I/We have deposited a sum of Rs.10000/- cash in Korangi GPO as earnest money and enclosed the receipt No. _____ dated _____ (ACG-67) thereof. I/We understand that the amount shall be liable to forfeiture in the event of any default/non-execution of the contract or refusal to accept the order if awarded to us on account of qualifying it.
3. I/We agree to furnish a Security Deposit of Rs.10000/- in the shape of Post Office Savings Bank Account pledged to the Director General, Pakistan Post Office within 7 days of the acceptance of the tender for the fulfillment of the contract.
4. I/We agree that if I/We fail or neglect to carry out the work regularly in accordance with terms and conditions or suspend the work during the period of contract, the competent authority may in addition to any other remedy available to him forfeit the security deposit.

Dated at Karachi November, 2017

Signature